

Arlington Cultural Council Minutes  
Monday, March 14, 2016  
Arlington Sr. Center, 7:30pm

Present: Karin Blum, Merli Guerra, Lauren Richmond, Nilou Moochhala, Lisbet Taylor, Brigitte Buehler-Probst, Jeff Timperi, Jeff Boudreau, Suzi Lubar

Visitors: Chris LeGare, Gaby Marroig

Called to Order at 7:30 p.m.

### **ITEM 1 Approval of February 2016 Minutes**

The February minutes were unanimously approved.

### **ITEM 2 RFPs**

No RFPs received. Liaisons should reach out to their grantees for events that have been completed. Karin will reach out to Belmont World Film and Suzi will contact Opal Ensemble.

### **ITEM 3 Grantee Reception Planning**

Nilou brought 500 postcard invitations to the meeting. Lisbet had not yet printed labels. She and Merli will print labels and mail the cards ASAP.

Jeff T. reported that the Board of Health approved the food permit and waived the \$25 fee associated with it. Suzi reported that the town will supply a projection screen. She is still looking into borrowing a PA system.

For entertainment, we will be playing music from a playlist. Lauren is putting together a slide show as well. She will reach out to the few grantees for whom we don't yet have electronic images.

Merli has been in touch with the Advocate about an article mentioning the reception. Lauren will contact ACM. Merli will also contact Arlington Patch, Your Arlington, and the Arlington email list.

All liaisons should contact their grantees to make sure they will attend the reception.

The council walked through the supply spreadsheet in dropbox to make sure that all items are assigned. Suzi requested and received a \$25 gift card from Stop & Shop for supplies. She placed a copy of the request letter, along with instructions, in dropbox.

Nilou offered to be the photographer for the event.

Sean Garballey and Dave Rogers' offices are preparing certificates for the grantees. Joe Curro has agreed to announce the grantees during the reception.

Lauren passed around a copy of the "run of show" and Merli passed around a copy of the program for review.

#### **ITEM 4 Publicity/Website**

Merli is talking to James Sanna of the Arlington Advocate tomorrow. He intends to include an article in a special issue that is being distributed to more households than the general circulation.

Lauren would like to post to the ACC Facebook page 1-2 times a week. If there is an event coming up that she should post, liaisons should let her know. Jeff B. suggested creating a Facebook event to point to a grantee's event page.

The master spreadsheet of liaisons and dates in dropbox is not filled out. Merli will send out a link to the document and liaisons should fill in the information for their grantees.

#### **ITEM 5 Town Meeting Update**

Merli contacted town meeting moderator John Leone. He is concerned that her presentation would be lost amongst all of the other activities planned for 4/25. He recommended Wednesday 4/27 or the following Monday instead. After discussion with the council, Merli has decided to present on Wednesday 4/27. She will have 4 minutes to present, and plans to include a visual component. Her presentation should be toward the beginning of the session, which starts at 8pm.

#### **ITEM 6 Membership and Recruitment Update**

The council welcomed Brigitte Buehler-Probst as a new member. Sherry Greene is likely to take a leave, the co-chairs are still waiting for confirmation from her. Karin will send prospective new member info to tonight's visitors, Chris & Gaby.

#### **ITEM 7 New Business**

Jeff B. Informed the council that there is a new date for the Old Schwamb Mill concert. It will be held on Saturday April 2nd @2pm during their Spring Open House. The band is the Undercovers. Dance Caliente has scheduled their event for Thursday 7/14. Brigitte will take over as liaison for Dance Caliente since Sherry is out. Karin will reach out to Pamela Powell.

Ethics certificates are still needed for Jeff B and Lisbet. Lisbet also needs to upload the signed form. Brigitte will do both.

## UPCOMING EVENTS

April 2, 2016 – Powers Music School Musical Story Program @ ACA

April 4, 2016 – ACC Grant Awards Reception at Town Hall

April 7, 2016 – Arlington Author Salon

April 27 – ACC Presents to Town Meeting

May 9, 2016 – Monthly meeting, Sr. Center